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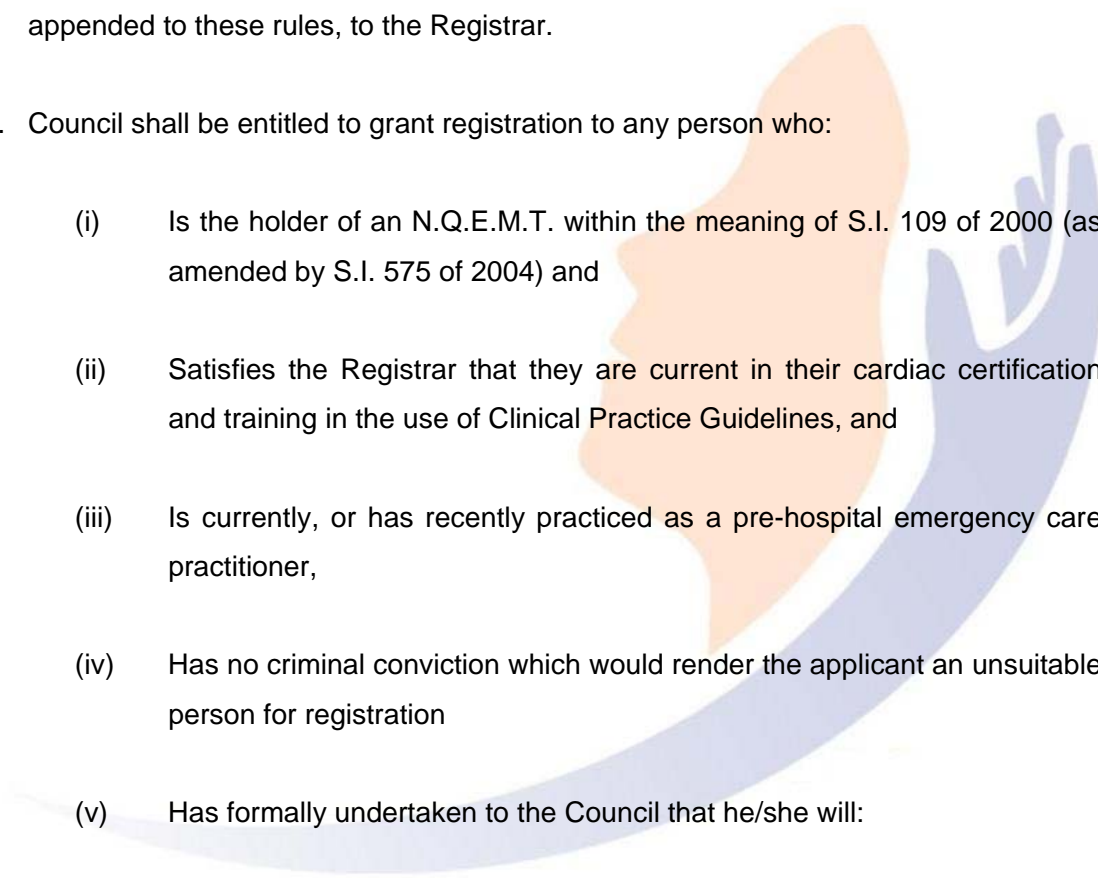
## **PHECC REGISTER**

### **REGISTRATION RULES**

MADE BY THE PRE-HOSPITAL EMERGENCY CARE COUNCIL PURSUANT TO THE PROVISIONS OF SECTION 4(S) OF THE PRE-HOSPITAL EMERGENCY CARE COUNCIL (ESTABLISHMENT) ORDER, 2000, (S.I. NO. 109 OF 2000) AS AMENDED BY THE PRE-HOSPITAL EMERGENCY CARE COUNCIL (ESTABLISHMENT) (AMENDMENT) ORDER, 2004, (S.I. 575 OF 2004)

#### **Council Policy: REGISTER**

1. These rules shall be known as the 'PHECC Registration Rules'.
2. In accordance with the provisions of section 4(s) of the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 (as amended), the Pre-Hospital Emergency Care Council (hereinafter referred to as 'the Council') shall establish and maintain, in accordance with these rules, a register of pre-hospital emergency care practitioners.
3. The register, which shall be known as the 'PHECC Register' shall be maintained on behalf of the Council by the Registrar who shall be appointed by the Director of the Council.
4. The Council shall appoint a sub- committee to be known as the Accreditation Committee which shall make recommendations on the establishment and maintenance of the PHECC Register.

5. The register will be divided into three divisions, which shall be known as the emergency medical technician division, the paramedic division, and the advanced paramedic division.
  6. Each division of the register may contain sub divisions for practitioners, tutors and interns which are limited for a specific purpose and duration as Council may determine.
  7. A person seeking registration on the PHECC Register shall apply, in the form appended to these rules, to the Registrar.
  8. Council shall be entitled to grant registration to any person who:
    - (i) Is the holder of an N.Q.E.M.T. within the meaning of S.I. 109 of 2000 (as amended by S.I. 575 of 2004) and
    - (ii) Satisfies the Registrar that they are current in their cardiac certification and training in the use of Clinical Practice Guidelines, and
    - (iii) Is currently, or has recently practiced as a pre-hospital emergency care practitioner,
    - (iv) Has no criminal conviction which would render the applicant an unsuitable person for registration
    - (v) Has formally undertaken to the Council that he/she will:
      - (a) Comply with the Code of Professional Conduct and Ethics, and
      - (b) Complete Patient Care Reports, where appropriate, and
      - (c) Practise in accordance with their status on the PHECC Register, and
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- (d) Comply with the Continuing Professional Development requirements as approved by the Council, and
- (e) Co-operate with any inquiries by the Fitness to Practice Committee, or any of its sub-committees, and
- (f) If reasonably requested, mentor and coach trainees or colleagues.

(vi) Has paid the appropriate registration fee.

9. Council may delegate to the Registrar the authority to process and approve registration applications subject to formal ratification by Council of all names to be entered in the Register

10. For the avoidance of any doubt, the Council is not obliged to follow the advice, or any recommendation of the Registrar or the Accreditation Committee.

11. Where the Registrar has decided, in the exercise of his or her authority, to register a person as a member of the PHECC Register, he or she shall register that person in the appropriate sub division of one of the three divisions of the PHECC Register, and shall, in particular:

- (a) Register persons that have obtained an N.Q.E.M.T. at the level of competence of emergency medical technician in the emergency medical technician division of the PHECC Register, and
- (b) Register persons that have obtained an N.Q.E.M.T. at the level of competence of paramedic in the paramedic division of the PHECC Register, and
- (c) Register persons that have obtained an N.Q.E.M.T. at the level of competence of advanced paramedic in the advanced paramedic division of the PHECC Register.

12. Save where otherwise determined by the Council, registration of a person's name on the PHECC Register shall be for a period of one calendar year, and each member of the PHECC Register shall be obliged to re-apply for registration for each calendar year.

13. A person shall be registered by entering in the appropriate part of the Register :

- (i) His or her full name and contact address,
- (ii) His or her educational qualifications,
- (iii) The date on which the registration shall expire,
- (iv) His or her date of birth,
- (v) Name and address of current or most recent employer or service provider,
- (vi) If relevant, any conditions and/or restrictions on practice imposed by Council ,
- (vii) Such other particulars as may be from time to time prescribed by the Council.

14. Where the Registrar has decided, in the exercise of his or her authority, to refuse to register an applicant, the applicant shall be entitled to appeal that decision. The applicant shall be informed of the decision of the Registrar [insert time period] and shall be informed of his or her right to appeal that decision.

15. An applicant who wishes to appeal such decision shall so notify the Council within 21 days of receiving notification of the decision of the Registrar.

16. The appeal of a decision by the Registrar to refuse to process a registration application shall be considered by a Registration Appeal Committee consisting of three members of the Accreditation Committee nominated for that purpose by the Chairperson of the Accreditation Committee in consultation with the Chairperson of Council. The Appeal Committee shall consider any material that they consider relevant to the application; including any submissions made to them by the applicant, and shall thereafter formulate a report and formal recommendation to be laid before the Council.
17. Council shall consider the report and formal recommendation and shall make a final decision on the application.
18. A registered member shall be entitled to apply to the Registrar to have his or her name voluntarily removed from the PHECC Register. Except in a case where an inquiry has been instigated, the Registrar shall be entitled, but not obliged to remove the registered member's name from the register, subject to payment of the appropriate fee.
19. The Registrar shall be entitled to correct any errors in a person's entry on the register and shall endeavour to ensure that any information contained on the register is accurate, and without prejudice to the generality of the foregoing shall :
- (i) correct all errors in the register,
  - (ii) enter in the register changes in the descriptions or addresses of persons registered in the register,
  - (iii) remove from the register the names of persons whose deaths have come to the notice of the Council,

Notice of correction, where practicable, shall be given to person registered.

20. The Registrar shall cause the Register to be published in both hard copy and electronic format at intervals of not more than 12 months.

21. The Register shall be kept at the offices of the Council, and subject to payment of such fees as may be fixed by the Council:

- (i) it shall be made available for inspection by any person, in whole or in part, at such times and such manner as may be prescribed by the Council,
- (ii) where a request is made by a person to the Registrar for a certified or uncertified copy, or extract from, an entry in the Register, the Registrar shall provide a copy of the entry or extract to that person on payment of such fee (if any) as shall be determined by the Council from time to time

Made under Seal of Council.

